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ABSTRACT

This hands-on practical guide contains all the information the network novice needs to plan, fund, create, and maintain a local area network (LAN) in the school library media center. Step-by-step nontechnical instructions and advice for creating an information network are presented in understandable format. The network novice is taken from dream to implementation, maintenance, and evaluation of a LAN. This comprehensive guide covers funding sources; tips for writing technology grants; requests for proposals from vendors; staff inservice and student training; evaluation and assessment; student internships; technology teams; troubleshooting equipment; and network administration. Useful forms, simple network schematic diagrams, a model school board-approved electronic resources policy, a glossary of technical terms, and sample assessment tools are included. Appendices contain a technology assessment, student survey, participatory citizenship assignment and model, grading scale, suggested general topics, electronic resources policy, Internet user agreement, computer network discipline report, and computer service request. (AEF)

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